



MEMORANDUM

TO: Stephen Oliver, Chair
Planning Commission Members

FROM: Kathleen Fox, Senior Planner
Planning and Zoning Department

A handwritten signature in black ink, appearing to read "K Fox", is written over the "FROM" line.

DATE: January 3, 2017

RE: **NPA-2016-0016.04 – 618 Tillery**
Request for Postponement by Applicant

The Applicant requests a postponement of the above-referenced neighborhood plan amendment case to February 28, 2017. This is the Applicants first request for postponement to allow a meeting with the neighborhood(s), hold a community meeting and submit a rezoning application (see attached letter).



LAND USE
SOLUTIONS, LLC

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Michele Haussmann
PRINCIPAL

January 3, 2016

Ms. Kathleen Fox
City of Austin, Development Services Department
Via electronic mail Kathleen.Fox@austintexas.gov

RE: Neighborhood Plan Amendment Application ("NPA") – 5.5 acre
property located at 618 Tillery Street in the City of Austin ("City"), Travis
County, Texas ("Property")

Dear Ms. Fox:

As representatives of the owner of the above stated Property, Tom Calhoon, we respectfully request a postponement of the Planning Commission public hearing from January 10, 2017 to February 28, 2017. This is our first request for postponement.

Over the past several months we have coordinated with members of the community to present the project and review the proposed NPA and rezoning requests. The postponement is to allow more time to meet with the community and to submit the rezoning application. This way the NPA and rezoning requests can be reviewed and scheduled for public hearings concurrently.

Please let me know if you have any questions or need additional information. Thank you for your time and assistance with this request.

Very truly yours,



Michele Haussmann

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